

Comparisons of Job Characteristics

Focus Occupation: [Human Resources Specialists \(13-1071\)](#)

Associated Occupation: [Training and Development Specialists \(13-1073\)](#)

[Compare Knowledge](#)

[Compare Skills](#)

[Compare Abilities](#)

[Compare Detailed Work Activities](#)

[Compare Tools and Technologies](#)

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

Knowledge

Similarity of Focus Occupation to Associated Occupation: 78

Focus Occupation: Human Resources Specialists (13-1071)

Associated Occupation: Training and Development Specialists (13-1073)

Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Education and Training	9.2	23.5	9.6	<<	Extensive education and/or training may be required
English Language	11.2	18.4	16.2	<	Expanded education and/or training may be required
Customer and Personal Service	11.3	18.0	16.0	<	Expanded education and/or training may be required
Administration and Management	8.4	14.4	12.1	<	Expanded education and/or training may be required
Clerical	7.3	13.5	13.3	0	Current knowledge level may be sufficient
Personnel and Human Resources	5.6	12.8	18.7	>>	Current knowledge level is likely more than sufficient
Psychology	6.4	12.5	8.8	<<	Extensive education and/or training may be required
Communications and Media	5.3	11.7	8.9	<<	Extensive education and/or training may be required
Sociology and Anthropology	4.1	11.5	5.9	<<	Extensive education and/or training may be required
Sales and Marketing	5.2	10.6	11.4	0	Current knowledge level may be sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Skills

Similarity of Focus Occupation to Associated Occupation: 88

Focus Occupation: Human Resources Specialists (13-1071)

Associated Occupation: Training and Development Specialists (13-1073)

Associated Occupation's Key Skills Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
---	---------------------------------	--------------------------------	---------------------------	--	--------------------------------

Learning Strategies	7.2	15.2	7.7	<<	Extensive development of skills in this area may be required
Instructing	7.8	14.3	8.4	<<	Extensive development of skills in this area may be required
Monitoring	9.9	13.2	9.5	<<	Extensive development of skills in this area may be required
Social Perceptiveness	9.1	12.2	11.6	0	Current skill level may be sufficient
Coordination	9.1	12.0	9.8	<	A higher skill level may be required
Operations Analysis	5.0	11.6	6.1	<<	Extensive development of skills in this area may be required
Service Orientation	7.9	11.2	10.8	0	Current skill level may be sufficient
Systems Evaluation	6.4	10.1	6.8	<<	Extensive development of skills in this area may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Abilities		Similarity of Focus Occupation to Associated Occupation: 97			
Focus Occupation: Human Resources Specialists (13-1071)					
Associated Occupation: Training and Development Specialists (13-1073)					
Associated Occupation's Key Abilities Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation	
Oral Expression	12.4	16.0	14.8	0	Current ability level may be sufficient
Speech Clarity	10.2	15.0	13.0	<	Some improvement in abilities may be required
Oral Comprehension	12.5	14.6	14.9	0	Current ability level may be sufficient
Written Expression	9.8	14.3	12.9	<	Some improvement in abilities may be required
Written Comprehension	11.0	13.7	13.4	0	Current ability level may be sufficient
Originality	7.6	11.8	7.2	<<	Extensive improvement in abilities may be required
Fluency of Ideas	7.6	10.1	7.2	<<	Extensive improvement in abilities may be required
Memorization	5.6	8.1	5.8	<<	Extensive improvement in abilities may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Activities that Both Occupations Have in Common		Similarity of Focus Occupation to Associated Occupation: 70
Focus Occupation: Human Resources Specialists (13-1071) Associated Occupation: Training and Development Specialists (13-1073)		
Work Activities	Exclusivity of Activity	
Assess staff or applicant skill levels	84	
Conduct training for personnel	30	

Evaluate information from employment interviews	72
Hire, discharge, transfer, or promote workers	47
Interview job applicants	69
Maintain records, reports, or files	5
Make presentations	13
Provide customer service	14
Refer clients to community services or resources	76
Use interviewing procedures	23
Use public speaking techniques	13

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Tools and Technologies that Both Occupations Have in Common

Similarity of Focus
Occupation to Associated
Occupation: 63

Focus Occupation: Human Resources Specialists (13-1071)
Associated Occupation: Training and Development Specialists (13-1073)

Tools and Technologies	Exclusivity
Business function specific software	1
Computers	1
Content authoring and editing software	1
Data management and query software	1
Information exchange software	1
Network applications software	1
Projectors and supplies	13

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.